TFAP Workplan

Milestone	Responsible	Begin Date	Week of 7-14	Week of 7-21	Week of 7-28	Week of 8-4	Week of 8-11	Week of 8-18	Week of 8-25	Week of 9-1	Week of 9-8	Week of 9-15	Week of 9-22
TBD Curriculum Design													
Final Team review of curriculum	Team	7/21/03		▓									
Revisions from Team review of curriculum	Borel	7/22/03		▓									
Submit for Bill Ryan's review	Borel	7/23/03		▓									
Revise from Bill Ryan's review	Borel	7/28/03			▓								
Send final copies to Team	Borel	7/29/03			▓								
Packaging/delivery Strategy													
Develop deployment objectives	Borel, Accenture	7/16/03	▓										
Develop key messages for deployment	Borel, Accenture	7/16/03	▓										
Research logistics for deployment options	Borel, Accenture	7/15/03	▓										
Finalize deployment options	Borel, Accenture	7/15/03	▓										
Review of deployment objectives, options, key messages	Team, Hunt	7/21/03		▓									
Revise deployment objectives, options, key messages	Borel	7/22/03		▓									
Submit for Bill Ryan's review	Borel	7/23/03		▓									
Revise from Bill Ryan's review	Borel	7/28/03			▓								
Curriculum Deployment													
Develop high-level web design requirements	Borel, Accenture	7/22/03		▓									
Submit requirements for Bill Ryan's review	Borel	7/23/03		▓									
Revise from Bill Ryan's review	Borel	7/28/03			▓								
Review web design requirements with Team	Team	7/29/03			▓								
Begin prototype development	Arbogast	7/30/03			▓	▓							
Team, Midge Hunt, and Bill Ryan review prototype	Team, Hunt, Ryan	8/11/03					▓						
Revise prototype	Arbogast	8/12/03					▓						
Final Team, Midge Hunt, and Bill Ryan review of prototype	Team, Hunt, Ryan	8/15/03					▓						
Post Curriculum Design on the web	Schelling	8/20/03						▓					
Develop Learning Objectives for TBD Courses													
Develop template for writing course objectives	Accenture	7/15/03	▓										
Review Needs Analysis Team's comments	Team	7/21/03		▓									
Discuss course objective development materials, templates	Team	7/21/03		▓									
Prioritize needs for course objectives	Team	7/21/03		▓									
Assign responsibility for creating course objectives	Team	7/21/03		▓									
Develop course objectives	Team	7/22/03		▓	▓								
Team and Midge Hunt review of course objectives	Team	7/29/03			▓								
Revise course objectives	Borel	7/30/03			▓								
Submit course objectives for Bill Ryan's review	Borel	7/31/03			▓								
Revise from Bill Ryan's review	Borel	8/4/03				▓							
Other stakeholder review	TBD	8/8/03				▓	▓						
Final revisions	Borel	8/18/03						▓					
Determine subject matter experts (SME) for TBD courses	Team	8/19/03						▓					
Review draft course objectives with SMEs	Team	8/25/03							▓				
Revise objectives	Team	9/2/03								▓			

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Review course objectives with SMEs	Team	9/8/03									▓		
Determine course development deliverables	Team	9/15/03										▓	
Draft high-level work plan for TBD courses	Team	9/15/03										▓	
Review deliverables and work plan	Team	9/17/03											▓
Revise deliverables and work plan	Team	9/22/03											▓
Implement Communications Plan													
Update communications plan	Borel, Accenture	8/22/03		▓									
Implement communications plan	Borel	8/23/03		▓	▓	▓	▓	▓	▓	▓	▓	▓	▓